

**TOWN OF SHEFFIELD
FINANCE COMMITTEE
SELECT BOARD
JUNE 30, 2021
VIRTUAL MEETING
5:00 PM**

Finance Members Present: Nadine Hawver, Chairman
David Macy
Kenneth Smith
Julie Hannum

Finance Members Not Present: Colin Smith

Board Members Present: Rene C. Wood
Martin C. Mitsoff
Robert C. Kilmer, Jr.

Others Present: Rhonda LaBombard, Town Administrator
Jill Hughes, Assistant to Town Administrator

Chairman Hawver opened the Finance Committee meeting at 5:00 PM.

Chairman Wood opened the Select Board meeting at 5:00 PM.

Discussion/Possible Action Regarding Reserve Fund Transfers:

Legal - \$3,000 to cover June expenses. Administrator LaBombard explained that the current invoice for May is \$4,249, which would leave \$1,798.99 to cover the month of June. Kenneth Smith moved to approve the Reserve Fund Transfer Request for Legal in the amount of \$3,000, seconded by David Macy. The motion carried unanimously.

Buildings & Grounds - \$20,550 for a generator to cover Town Hall and the Fire Department. Administrator LaBombard explained that the generator at the Fire Department is old and needs to be replaced and that it was supposed to also be able to run the Town Hall. She explained that an electrician came to look at the line and to give a quote estimate for replacement. Administrator LaBombard stated that the electrician found the connection between the two buildings had been separated and recommended each building have its own generator. David Macy stated that this was not an unforeseen expense or an emergency and that it should be included in the budget for next year. Administrator LaBombard asked the Committee to consider replacing the generator at the Fire Department and the one for the Town Hall could be placed on a capital plan for next year. Julie Hannum moved to approve the Reserve Fund Transfer Request for Buildings and Grounds in the amount of \$9,750 to purchase a generator for the Fire Department. The motion died due to the lack of a second.

Police Department Budget - \$38,000 for replacement of back ramp at Police Station. Administrator LaBombard stated that the boards have broken and screws are falling out making the ramp unsafe to use. Chairman Wood discussed the CDBG Grant that was supposed to provide funding to replace the back ramp. Julie Hannum moved to approve the Reserve Fund

Transfer Request for the Police Department in the amount of \$38,000 to replace the back ramp, seconded by David Macy. The motion carried unanimously.

Administrator LaBombard discussed the FY21 budget. She stated the close out of the fiscal year was in better shape than last year.

Approval of Minutes:

David Macy moved to approve the meeting minutes from April 14, 2021, seconded by Julie Hannum. The motion carried 3-0. Kenneth Smith abstained from the vote.

David Macy moved to approve the meeting minutes from April 28, 2021, seconded by Kenneth Smith. The motion carried 3-0. Julie Hannum abstained from the vote.

David Macy moved to adjourn the Finance Committee meeting, seconded by Kenneth Smith. The motion carried unanimously.

Selectman Mitsoff moved to adjourn the Select Board meeting, seconded by Selectman Kilmer. The motion carried unanimously.

Chairman Hawver adjourned the meeting at 5:27 PM.

Respectfully submitted:



Jill Hughes
Assistant to Town Administrator

Documents reviewed at this meeting:
Reserve Fund Transfer Requests
Meeting Minutes